

## REQUEST FOR COUNCIL ACTION

MEETING

DATE: 7/7/03

13

<b>AGENDA SECTION:</b> CONSENT AGENDA	<b>ORIGINATING DEPT:</b> Administration	<b>ITEM NO.</b> D-4
<b>ITEM DESCRIPTION:</b> HOMELAND SECURITY PLANNING COORDINATOR		<b>PREPARED BY:</b> S. KVENVOLD

The Joint Emergency Management Commission has voted to recommend the hiring of John Perkins as a consultant filling a temporary position as a Homeland Security Planning Coordinator.

This position, which would be fully funded by State funds, would be involved in a rewriting of the emergency operations plan, creating an annex on terroristic threats/weapons of mass destruction and the creation of countywide hazard mitigation plan.

The contract is for the period May 1, 2003, thru April 30, 2004. The contract amount is \$26,403.35

COUNCIL ACTION REQUESTED:

Request a motion authorizing the Mayor and City Clerk to execute the contract on behalf of the City.

**COUNCIL ACTION:** Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_ to: \_\_\_\_\_

***Rochester-Olmsted County  
Joint Emergency Management Commission  
Meeting Minutes  
April 23, 2003***

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MEMBERS PRESENT:

Matt Flynn	Commission President, Olmsted County Board Chairperson
Ardell Bede	Commission Vice President, Mayor-City of Rochester
Dave Benda	Rochester City Council Member
Bob Nowiki	Rochester City Council Member
Mike Podulke	Olmsted County Commissioner
Jim Beir	Olmsted County Commissioner

ALSO PRESENT:

Dave Carr	Rochester-Olmsted County Emergency Management Director
Cpt. Harry Kerr	Representing Sheriff Steve Borchardt
Roger Peterson	Rochester Chief of Police
David Kapler	Rochester Fire Chief
Dan Slavin	Rochester Fire Department
Mary Wellik	Director-Olmsted County Health Department
Peter Giesen	Olmsted County Health Department
John Perkins	Deputy Director for Planning-Emergency Management

10:00 AM Commission President Mat Flynn called the meeting to order. The commission reviewed the minutes of the most recent IEMS-PAC meeting. The minutes of the last Commission meeting were not reviewed.

DIRECTORS UPDATE:

Dave Carr provided the commission with a written update and an oral presentation covering recent department activities. Discussion followed on the number of sirens serving the county. Dave assured the commission that Rochester and the rest of the county has one of the best systems in the State. Rochester now has forty-three sirens compared to thirty-six in Minneapolis. This year's Skywarn training netted 280 students and was a big success. In all 450 volunteers attended classes in SE Minnesota. All Cities in Olmsted County and the entire County have been certified as "Storm Ready" by the National Weather Service. Olmsted is the only urban county in the state so certified.

HOMELAND SECURITY SEMINAR:

Chief Kapler briefed the commission on a recent three-day seminar on weapons of mass destruction and hazard assessment presented by a team from Texas A & M University. The material covered was extremely well done and was a great help in completing a hazard assessment needed for the County's DOJ Master Grant Application. The sessions were well attended by department heads from most City and County Departments.

HOMELAND SECURITY PLANNING COORDINATOR:

Chief Roger Peterson briefed the commission on an IEMS recommendation for a temporary position within emergency Management for a planning coordinator. The position will be funded by a supplemental grant from the State, which has been approved in recent weeks.

The commission voted to hire John Perkins to fill the position in 2003, which will include a re-write of the emergency operations plan, creating an annex on terroristic threats and weapons of mass destruction and creation of countywide hazard mitigation plan which is required by the State to be completed by November 1, 2003. Perkins will also work with the IEMS Exercise Committee to develop a full-scale exercise for the spring of 2004 that will test the new plan, which is also a State requirement. Perkins was appointed by the Commission by consensus vote.

The public safety communications systems were also discussed in detail and Chief Peterson explained why the current system is outdated and a new trunked system is needed. It is hoped there will be grant monies available next year to help pay for this upgrade.

HEALTH DEPARTMENT UPDATE:

Mary Wellik briefed the commission of the vast planning effort going on involving the County Health Department, the State Health Department, local clinics and hospitals and emergency response agencies. The structure of the IEMS-PAC was discussed and Mary recommended an organization chart, which creates new IEMS Sub-Committees that address the planning being done by the health-medical-emergency response group.

14

FUTURE COMMISSION MEETINGS:

The commission agreed to meet again in August when John Perkins will present the rewritten plans for the commissions review and approval. More information should be available then on the spring of 2004 full-scale exercise.

11:56 AM The meeting was adjourned by Commission President Matt Flynn.

Respectfully submitted by,



Dave Carr  
Emergency Management Director